# Allison Rosenberg, MBA

123 Convoy St, San Diego, CA 12345 allison@example.com (123) 456-7890

#### **PROFILE**

Senior Operations Executive with 10+ years of advancement and experience. Skilled at guiding large-scale organizations to new levels of efficiency and performance in competitive markets. Adapt readily to new workforce challenges and industry conditions. Bilingual: Fluent in English and Spanish.

#### CAREER HIGHLIGHTS

# Chief Operating Officer (COO)

YCW Corp., San Diego, CA | October 2017 to Present

- Guided a cost reduction initiative that raised the company's bottom line by \$700K in 6 months
- Built productive partnerships with senior leaders of five major departments
- Drove five successful change initiatives to create a more inventive and collaborative work culture

#### **Director of Operations**

MFW Advertising, San Diego, CA | August 2012 to September 2017

- Collaborated with HR on a hiring initiative to place 15 new operations managers
- Established a cross-department communication structure that increased efficiency by 25%

#### PRIOR EXPERIENCE

 Advanced steadily through a series of progressive operations roles at TKQ Manufacturing.

#### **EDUCATION**

# University of California, San Diego, CA

- Master of Business Administration (MBA)
- Bachelor of Science (BS)

### LANGUAGE

Fluency in Spanish

## **KEY SKILLS**

- Business Needs Assessment
- Change Leadership
- Continuous Improvement
- Cost Reduction & Elimination
- Cross-Functional Leadership
- Organizational Alignment
- Policy & Procedure Development
- Process Redesign & Improvement
- Productivity & Efficiency Gains
- Profit & Loss (P&L)
  Management
- Six Sigma Methodology
- Strategic Business Planning
- Talent Acquisition
- Targeted Resource Allocation